



Everett Fire Department

# Fire Marshal Policy



## TABLE OF CONTENTS

ADDRESS POSTING	3
AUTOMATIC SPRINKLER SYSTEM CONFIDENCE TEST REPORT	5
COMMON FIRE EXTINGUISHER USAGE	7
CHRISTMAS TREES	8
CONDITIONS FOR TANK REMOVAL	10
FIRE ALARMS CONFIDENCE TEST REPORT	12
FIRE LANES	14
FIRE LANE SIGNS	17
FIREWORKS	18
FIRE PUMPS CONFIDENCE TEST REPORT	25
HALON/CO2/OTHER AGENTS CONFIDENCE TEST REPORT	26
KNOX BOXES	28
MARKING OF FIRE DEPARTMENT CONNECTIONS AND SPRINKLER VALVES	29
NFPA 13D SYSTEM	30
NON-REQUIRED FIRE PROTECTION SYSTEMS	31
OUTDOOR BURNING	33
RANGE HOOD SYSTEMS CONFIDENCE TEST REPORT	35
RESIDENTIAL FIRE SPRINKLER SYSTEM FOR TENANTS	37
STAIRWAY IDENTIFICATION	38
STANDPIPE CERTIFICATION CONFIDENCE TEST REPORT FIVE – YEAR	40
SMOKE & HEAT VENTS (SKYLIGHTS)	43
UNDERGROUND RESIDENTIAL HEATING OIL TANKS	44
UNDERGROUND TANK INSTALLATION	46
WELDING AND CUTTING OPERATIONS	47



# **FIRE DEPARTMENT**

## **FIRE MARSHAL POLICY**

### **ADDRESS POSTING**

Post and maintain the correct street address number in a conspicuous place over or near the principal street entrance, or in such other conspicuous place as is necessary for the easy locating of such an address. Numbers shall be easily recognizable figures contrasting with the color of the building or other structures upon which they are placed. Therefore:

1. Address numbers or letters on the front of buildings shall be a minimum of six inches (6") high for commercial buildings and four inches (4") high for single-family occupancies. Address numbers or letters shall contrast with their background. The principal stroke of the address numbers shall be at least three-quarters inch ( $\frac{3}{4}$ ") for figures 6 inches (6") high and larger.
2. When the address numbers are located on clear glazing such as doors, windows, or lights, the numbers shall be white or black to achieve contrast during all lighting conditions.
3. When the building is more than fifty feet (50') from the road or fire lane, the height of each address number shall be increased as specified in Table 3-1 to a maximum of twelve inches (12").
4. Where the building is not visible from the street or a single access road or private roadway serves more than one building, provision shall be made to clearly identify which driveway or roadway serves the appropriate address.
5. Address numbers at least four inches (4") shall be prominently displayed on rear entrance or access doors when required by the Fire Chief or his/her designee.
6. Interior and exterior access doors on housekeeping or commercial tenant spaces also shall be clearly marked. Numbers and/or letters of such units shall be at least four inches (4") high.
7. Interior and exterior access doors on individual dwelling/living units (apartments) also shall be clearly marked. Numbers and/or letters of such units shall be at least two inches (2") high.

(Continue next page)

# Address Numbering Figure Size Table

<b>DISTANCE FROM ROAD OR FIRE LANE</b>	<b>MINIMUM SIZE</b>
<b>0-50 Feet</b>	4" H x 1.5"@ (Residential)
<b>0-50 Feet</b>	6" H x 1.5" W Minimum Commercial
<b>51-100 Feet</b>	6" H x 3" W
<b>101-150 Feet</b>	8" H x 4" W
<b>151-200 Feet</b>	10" H x 5" W
<b>201 Feet and Up</b>	12" H x 6" W

Four-inch (4") figures are permitted for single-family occupancies only. The minimum size figure for commercial occupancies is six inches (6"). The height to width ratio of the figures shall be approximately 2H: 1W.

## References:

2009 IFC Section 505.1, p. 40

2009 IFC Section 505.2, p. 40

## Changes:

Four inch (4") minimum for residential and alleys and back doors.



# AUTOMATIC SPRINKLER SYSTEM CONFIDENCE TEST REPORT

Address \_\_\_\_\_

Occupied as \_\_\_\_\_

Building Owner \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_

Date of Inspection \_\_\_\_\_ Type of Inspection: Annual \_\_\_\_\_ Other \_\_\_\_\_

Tester's Name (PLEASE PRINT) \_\_\_\_\_ State License No. \_\_\_\_\_

**DRY SYSTEM:**

1. Trip test (dry trip) conducted: . . . . . Yes  No   
System tripped in \_\_\_\_\_ seconds.
2. All flow switches, supervisory switches  
and alarm bells tested: . . . . . Yes  No  N/A   
Static Pressure: \_\_\_\_\_ psi
3. Alarm bell operates: . . . . . Yes  No  N/A
4. Flow tests conducted. . . . . Yes  No   
Flow pressure: \_\_\_\_\_ psi  
2-inch drain? . . . . . Yes  No
5. Systems inspected and lubricated: . . . . . Yes  No
6. Air compressor refills system in 30 minutes: . . . . . Yes  No
7. System drained and restored to normal operation: . Yes  No
8. Were the heat actuation devices tested on  
pre-action and deluge systems? . . . . . Yes  No

**WET SYSTEM:**

1. Flow test conducted: . . . . . Yes  No   
Static pressure: \_\_\_\_\_ psi  
Flow pressure: \_\_\_\_\_ psi  
2-inch drain? . . . . . Yes  No  Other
2. Flow switches, supervisory switches  
and alarm bells tested: . . . . . Yes  No  N/A
3. Alarm bell operates . . . . . Yes  No  N/A
4. Systems inspected and lubricated: . . . . . Yes  No

5. Pressure regulating valves tested: ..... Yes  No

General:

1. Central Station monitoring? ..... Yes  No

Name of Company \_\_\_\_\_

2. Location of sprinklers:

Basement \_\_\_\_\_ Hallways \_\_\_\_\_ 100% \_\_\_\_\_ Other \_\_\_\_\_

3. Pumper connections and clapper valves unobstructed: Yes  No

4. Sprinkler heads less than 50 years old: ..... Yes  No

5. Sprinkler coverage is acceptable: ..... Yes  No

6. Spare sprinkler heads are available: ..... Yes  No

7. System left in service. .... Yes  No

8. Valves are sealed or supervised: ..... Yes  No

9. Signs are provided on valves: ..... Yes  No

10. City static water pressure: \_\_\_\_\_ psi

Problems found: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Corrections made: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date corrected \_\_\_\_\_ By \_\_\_\_\_

THIS IS TO CERTIFY THAT THE AUTOMATIC SPRINKLER SYSTEM HAS BEEN PROPERLY TESTED AND INSPECTED FOR RELIABILITY CONSISTENT WITH THE MANUFACTURER'S SPECIFICATIONS AND/OR NFPA STANDARDS. ALL DEFICIENCIES HAVE BEEN CORRECTED OR NOTED IN THIS REPORT.

SIGNATURE OF TESTER \_\_\_\_\_

AGENCY \_\_\_\_\_ PHONE \_\_\_\_\_

## COMMON FIRE EXTINGUISHER USAGE

<i>HAZARD</i>	<i>SIZE</i>	<i>TRAVEL DISTANCE</i>	<i>SQUARE FEET</i>	<i>SPECIAL REQUIREMENTS</i>		<i>REFERENCE</i>
Class A	2-A	75'	3000	As dry chemicals are cheaper we usually recommend an ABC (Example: 2-A:10-B:C).		NFPA 10
	3-A	75'	4500	See above. (Example: 3-A:10-B:C).		
Cooking Grease	Class K	<30'		New – K Class.		IFC 904.11.5
Paint Spray Area	4-A:40-B:C	<30'		Applies to rooms, booths, and limited spray areas. Outside of booth/area.		NFPA 10
Vehicle Fueling – Non-CNG	2-A:20-B:C	<75' from dispenser				IFC 2205.5
Vehicle Fueling – CNG	2-A:20-B:C	<75' from dispenser				IFC 2205.5
Forklift Charging	4-A:20-B:C	<20'		At charging station.		NFPA 58
Wrecking Yard	4-A:40-B:C	30'		At each office, storage building, on each yard vehicle.		NFPA 10
Flammable and Combustible Liquids – Storage	20-B	>10' and < 50'		Class I & II liquids - > permit quantities outside flammable liquid storage room.		IFC 3404.3.7.5.2
	20-B	outside room & <10' from door		At each door of flammable liquid storage room.		
	40/80-B	in warehouse		H-3 warehouse. See option 1 & 2, dispensing.		
Flammable and Combustible Liquids – Dispensing	20-B	<30'		Up to permit quantities.		IFC 3404.3.7.5.2
	40-B	<30'		Option 1 for container sizes up to exempt quantities.		
	80-B	<50'		Option 2 for container sizes up to exempt quantities.		
Welding and Hot Work	2-A:20-B:C	<30'	3000	30 min. fire watch after welding done.		IFC 2404.2.6
Asphalt Kettle	40-B:C	<25'		Provide at kettle and min. 1 on roof, min. 2 for re-roofs >10,000 sf.		IFC 303.5
Use of Torch or Open Flame	4-A:40-B:C	<30'		Opt. 1	Examples of use are roofing, sweating pipes. On site for 30 minutes after flame out.	IFC 308.4
	Hose	<30'		Opt. 2		
Dry Cleaning, Spotting	20-B	>10' and <50'		Does not apply to non-flammable spotting chemicals.		IFC 1208.4
Tank Vehicle	2-A:20-B:C	on vehicle		See requirements of IFC 3406.6.4.		IFC 3406.6.4
Tents	2-A:10-B:C	75'		Per A hazard above.		NFPA 10
Class D		30'		Provide suitable type/size for hazard.		NFPA 10 (5.6)
Lumber Yards (Mills)	4-A:60-B:C	<30'		By storage piles.		IFC 1908.8



# **FIRE DEPARTMENT**

## **FIRE MARSHAL POLICY**

### **Christmas Tree**

The below conditions shall be met prior to placement of natural resin-bearing cut trees in public buildings, schools, and buildings of public assembly. Natural cut trees are allowed in Occupancy Groups A, E, M, R-1, and R-2 if the building is protected by an automatic sprinkler system. Placement of any natural cut tree shall be prohibited in Group I-1, I-2, I-3, I-4, and R-2 occupancies that provide licensed care to clients. These would typically be institutional settings.

1. Natural cut trees shall be prohibited in Group I-1, I-2, I-3, I-4, and R-2 occupancies providing licensed care to clients in one of the categories listed in IBC section 310.1 regulated by either the Washington Department of Health or the Department of Social and Health Services.
2. The support device that holds the tree in an upright position shall be of a type that is stable and that meets all of the following criteria:
  - a. The device shall hold the tree securely and be of adequate size to avoid tipping over of the tree.
  - b. The device shall be capable of containing a minimum supply of water in accordance with the table shown below.
  - c. The water level, when full, shall cover the tree stem at least two inches (2"). The water level shall be maintained above the fresh cut and checked at least once daily.
3. Decorations shall be constructed of fire retardant materials.
4. The use of unlisted electrical wiring and lighting on natural cut trees and artificial decorative vegetation shall be prohibited.
5. Prior to setting up a tree, the trunk shall have a fresh butt cut at least ½" above the original cut.
6. All trees shall be placed not less than six feet (6') or the height of the tree, whichever is greater, from exit pathways or sources of heat.
7. The tree shall be removed from the building whenever the tree needles or leaves fall off readily when a tree branch is shaken or if the needles are brittle and break when bent between the thumb and the index finger, or whenever determined necessary by the fire code official. The tree shall be checked daily for dryness.
8. Candles and open flames shall not be used on or near a tree within a distance equal to the height of the tree.

(Continue next page)

## SUPPORT STAND WATER CAPACITY

TREE STEM DIAMETER (inches)	MINIMUM SUPPORT STAND WATER CAPACITY (Gallons)	TYPICAL DAILY WATER TRANSPIRATION AMOUNT (Gallons)
Up to 4	<u>1</u>	<u>¼ to 1</u>
4 to 6	<u>1 ½</u>	<u>1 ¾ to 1 ½</u>
7 to 8	<u>2</u>	<u>1 ¼ to 2</u>
9 to 12	<u>3</u>	<u>2 ¼ to 3</u>
13 and over	<u>4</u>	<u>Over 3</u>

Reference:

2009 IFC, Section 806



# **FIRE DEPARTMENT**

## **FIRE MARSHAL POLICY**

### **Conditions for Tank Removal**

1. A SEPA review by the City of Everett Planning Department for tank removals exceeding 10,000 gallons, individual or aggregate capacity. Contact Planning at 425/257-8731.
2. A Fire Department permit for removal of tank(s) and hot work (when involved).

Permit applications shall be submitted to the Everett Fire Department at 2811 Oakes Avenue, Everett WA 98201.

All permit applications must include plans that show:

- a. Size, location, and product stored in each tank
- b. Specifications for any special equipment required in removal
- c. Name, address, and phone number of property owner
- d. Address of tank site

Please allow a **minimum** of one business day for processing of applications.

Note: Incomplete applications/plans will delay processing until all information is received.

**TANKS MAY BE REMOVED ONLY AFTER FIRE DEPARTMENT INSPECTION. PLEASE CALL 425/257-8120 A MINIMUM OF 24 HOURS IN ADVANCE TO SCHEDULE INSPECTIONS.**

Required permits must be available on site.

Two (2) 20-B: C portable fire extinguishers are to be on site within 50 feet of the operation.

Rope or ribbon barricades must be provided circling 10 feet from the operation or operation must be enclosed in a fenced yard.

'NO SMOKING' signs must be posted in readily visible locations.

No hot work or other spark-producing procedures are allowed until the tanks are inerted or certified gas-free by a competent person.

If hot work or other spark-producing procedures are to be used, a combustible gas indicator shall be available on site.

(Continue next page)

## PROCEDURES

1. **Call 425/257-8120 at least 24 hours prior to removal to schedule a site inspection.**
2. Permits may cover multiple tanks located at a single inspection area. If additional tanks are to be removed at later dates, separate permits shall be obtained.
3. To ensure tanks are completely free of all flammable or combustible liquids, a receipt or certificate must be on site indicating the tank has been pumped and rinsed with an approved material. Product and rinse water must be handled as a hazardous waste according to WAC 173-303.
4. To ensure that the tank atmosphere has been inerted, 1 pound of dry ice (carbon dioxide) per 50-gallon capacity of the tank must be inserted into the tank (for example, a 1,000-gallon tank would require 20 pounds of dry ice). This should be done prior to the use of heavy equipment for excavating.
  - a. Wait a minimum of 1 hour for dry ice to vaporize. Vapors should begin to show at the fill pipe at this time.
  - b. CO<sub>2</sub> fire extinguishers or compressed gas are not to be used for inerting purposes. This produces static electricity which may result in an explosion.
5. Tanks with baffles to prevent movement of liquid (or tanks without baffles larger than 1,000 gallons) must be certified gas-free by a Marine Chemist or a Petroleum Industry Safety Engineer regularly engaged in that business prior to removal.
6. After the tank has been made safe for removal, all accessible holes shall be plugged or capped. One plug shall have a 1/8-inch vent hole. The vent hole shall be positioned on top of the tank for storage and transportation.
7. Tanks must be removed from the ground and relocated to a remote, approved facility on the scheduled day of removal.
8. After the tanks are removed, the openings should be sealed so the CO<sub>2</sub> gas will remain in the tank during transit. In addition, tanks large enough to allow a person entry to do repair work should be marked on one side with spray paint 'NO AIR - INERT GAS.'

**Reference: 2009 IFC 3404.2.14**



# FIRE ALARM CONFIDENCE TEST REPORT

Address \_\_\_\_\_

Occupied as \_\_\_\_\_

Building Owner \_\_\_\_\_ Phone: \_\_\_\_\_

NAME OF TESTER \_\_\_\_\_ CERTIFICATION NO. \_\_\_\_\_

Date of Inspection \_\_\_\_\_ Type of Inspection: Quarterly  Annual  Acceptance  Other

Control panel manufacturer \_\_\_\_\_ Model No. \_\_\_\_\_

No. of initiating circuits \_\_\_\_\_ No. of signal circuits \_\_\_\_\_

Battery voltage \_\_\_\_\_ volts Charge circuit voltage \_\_\_\_\_ volts

Battery voltage under full load \_\_\_\_\_ volts (signals operating)

1. Trouble signal with AC power off: ..... Yes  No  N/A
2. System operates satisfactory on standby power: ..... Yes  No  N/A
3. All signals operate on AC power: ..... Yes  No
4. Have all alarm notification appliances been checked for proper operation. .... Yes  No
5. All circuits checked for electrical supervision: ..... Yes  No  N/A
6. Control panel checks made per manufacturer's instructions: . . . Yes  No  N/A
7. All auxiliary equipment operates: (Elevators, fans, dampers). . . Yes  No  N/A
8. Central station or remote connection: ..... Yes  No  N/A
- Name of Approved Monitoring Company** \_\_\_\_\_ N/A
9. Key to panel available: ..... Yes  No  N/A
10. Operating Instructions at panel? ..... Yes  No  N/A
11. Service Label or Tag (SFC Appendix III-B) ..... Yes  No

RE: FIRE ALARM TEST (continued):

EQUIPMENT TESTED

TYPE OF EQUIPMENT	NUMBER OF UNITS TESTED	SATISFACTORY			NO. OF UNITS IN BUILDING
		YES	NO	N/A	
Bells, Horns, Chimes Voice-Alarm Speakers					
Visual Alarm Devices					
Trouble Indicators					
Super Switches (auto. spr.)					
Auto Spr. Flow Switches					
Smoke Detector(s)					
Heat Detector(s)					
Manual Pull Stations					
Ventilation Controls Operate					
Central Station					
Annunciators					
Elevator Call Down					
Fire Dampers/Smoke Dampers					
Phone Jacks					
Wireless Devices					
Auto. Door Unlocks (Failsafe)					
Auto. Door Release					
Other					

Problems found: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**IF MORE SPACE IS NEEDED, ATTACH SEPARATE SHEET.**

Corrections made: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date corrected \_\_\_\_\_ By \_\_\_\_\_

**THIS IS TO CERTIFY THAT THE FIRE ALARM SYSTEM HAS BEEN PROPERLY TESTED AND INSPECTED FOR RELIABILITY TO COVER THE ITEMS LISTED IN THIS REPORT.**

SIGNATURE OF OWNER OR REPRESENTATIVE \_\_\_\_\_

SIGNATURE OF TESTER \_\_\_\_\_ Electrical license No. \_\_\_\_\_

AGENCY \_\_\_\_\_ PHONE \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_  
\_\_\_\_\_



# City of Everett Municipal Code

## Fire Lanes

### Sections:

- [46.44.010](#) Fire lanes authorized.
- [46.44.020](#) Access roadways for newly constructed buildings.
- [46.44.030](#) Duty to establish.
- [46.44.040](#) Lane not designated—Duty of fire department.
- [46.44.050](#) Failure to comply—Lien on property.
- [46.44.060](#) Fire lanes not to be obstructed.
- [46.44.070](#) Enforcement.
- [46.44.080](#) Penalties.
- [46.44.090](#) Intention and city liability.

### **46.44.010 Fire lanes authorized.**

The chief of the fire department or his designee shall determine and specify, after giving notice by mailing to persons whose names appear on the property tax rolls maintained in the Snohomish County assessor's office in connection with said property, and to the current occupier(s) and by posting a copy of said determination upon the premises in a conspicuous place, access roadways of not less than twenty feet of unobstructed width for fire department apparatus and other emergency equipment and personnel. Said lanes are authorized on streets or ways open to the public or where, because of the congregating of people or the stopping, standing or parking of vehicles, there exists an especially hazardous condition in case of fire or other disaster. Provided, building sites which contain more than one hundred parking spaces shall be designed with access lanes and fire lanes not less than twenty feet in width, forming a continuous route or loop connecting at both ends with public streets. In parking lots containing less than one hundred parking spaces emergency access shall be provided subject to approval of the fire chief or his designee. Emergency access shall be provided to within fifty feet of any multiple-family building. Provided further that if any of these requirements are impractical due to the peculiarities of the site and/or existing buildings, other provisions for emergency access may be approved by the fire chief or his designee. (Ord. 891-82 § 1, 1982)

### **46.44.020 Access roadways for newly constructed buildings.**

A. Every building hereafter constructed shall be accessible to fire department apparatus by way of access roadways approved by the fire department with all-weather driving surface of not less than twenty feet of unobstructed width, with adequate roadway turning radius capable of supporting the imposed loads of fire apparatus and having a minimum of thirteen feet, six inches of vertical clearance.

EXCEPTION: The requirements of this section may be modified when, in the opinion of the fire chief or his designee, fire-fighting or rescue operations would not be impaired.

B. The access roadway shall be extended to within one hundred fifty feet of all portions of the exterior walls of the first story of any building. Where the access roadway cannot be provided, an approved fire protection system or systems shall be provided as required and approved by the fire chief or his designee.

C. Where fire protection systems approved by the fire chief or his designee are provided, the clearances required in this section may be modified.

D. The fire chief or his designee shall have the authority to require an increase in the minimum access widths where such width is not adequate for fire or rescue operations. (Ord. 891-82 § 2, 1982)

#### **46.44.030 Duty to establish.**

It shall be the duty of any and all owners, occupiers or others with a possessory interest in any real property to designate and maintain at all times fire lanes determined and specified by the fire chief or his designee. Designation and maintenance shall include the installation and maintenance of no-parking signs, and/or other appropriate notice prohibiting obstructions within the fire lane. Such signs and/or other appropriate notice shall be in a format and so placed as approved by regulation of the fire chief or his designee. (Ord. 891-82 § 3, 1982)

#### **46.44.040 Lane not designated—Duty of fire department.**

Whenever it comes to the attention of the fire chief or officer of the fire or police department that a required fire lane has either not been designated or is not being maintained, then such officer or employee shall cause notice to be given to any owner, occupier or others with a possessory interest in said property that failure to designate and maintain a fire lane is in violation of this chapter and that such violation must be corrected within thirty days of the date of such notice, and that in the event such violation continues beyond thirty days, the city may commence enforcement proceedings either by filing an ordinance violation, or in the alternative, come on the property of the violator and designate and sign the required fire lane. (Ord. 891-82 § 4, 1982)

#### **46.44.050 Failure to comply—Lien on property.**

Any expense reasonably incurred by the city of Everett as a result of the fire department carrying out its duty imposed herein shall become a charge against the owner of the property and a lien against the property. The notice of lien shall be substantially the same as provided by law for liens for labor and materials in the state of Washington, and shall be filed with the same officer within the same time and manner and enforced and foreclosed as is provided by the laws of the state of Washington for liens for labor and materials. Provided, the city must give notice as set forth in this section to the owner of said property whose name appears on the property tax rolls of the county prior to commencing the work giving rise to the city's lien on the property. (Ord. 891-82 § 5, 1982)

#### **46.44.060 Fire lanes not to be obstructed.**

A. When signs are erected indicating fire lanes as authorized in this chapter, the required width shall not be obstructed or caused to be obstructed in any manner, including parking or stopping of vehicles.

B. No person shall erect or cause to be allowed gates, chains or other barriers, or security gates on fire lanes, unless approved by the fire chief or his designee. When any locked gate, barrier or chain has been approved, the owner shall supply a sufficient number of entry keys or keycards to the fire chief or his designee. (Ord. 891-82 § 6, 1982)

#### **46.44.070 Enforcement.**

When an infraction exists, the Everett police department is authorized to cite and/or immediately impound any motor vehicle or obstruction parked in a fire lane or within fifteen feet of any fire hydrant whether on public or private property. (Ord. 891-82 § 7, 1982)

#### **46.44.080 Penalties.**

Except as otherwise provided, any person who violates the provisions of this chapter shall be guilty of a misdemeanor and punished by a fine not to exceed three hundred fifty dollars. (Ord. 891-82 § 8, 1982) inspection, notice, order, certificate, permission or approval authorized or issued or done in connection with the implementation or enforcement of this code, or by reason of any action or inaction and the part of the city elated in any manner to the enforcement of this code by its officers, employees or agents. (Ord. 891-82 § 10, 1982)

**46.44.090 Intention and city liability.**

It is expressly the purpose of this code to provide for and promote the health, safety and welfare of the general public, and not to create or otherwise establish or designate any particular class or group of persons who will or should be especially protected or benefited by the terms of this code.

It is the specific intent of this code that no provision nor term used in this code is intended to impose any duty whatsoever upon the city or any of its officers or employees, for whom the implementation or enforcement of this code shall be discretionary and not mandatory.

Nothing contained in this code is intended to be nor shall be construed to create or form the basis for any liability on the part of the city, or its officers, employees or agents, for any injury or damage resulting from the failure of a building to comply with the provisions of this code, or by reason or in consequence of any

**Reference EMC chapter 46.44**



# FIRE DEPARTMENT

## FIRE MARSHAL POLICY

### No Parking, Fire Lane Signs

Signs shall read “NO PARKING - FIRE LANE - TOW AWAY ZONE – EMC 46.28.130”.

Signs shall be twelve inches (12”) in width, eighteen inches (18”) in height, with RED letters on a WHITE background.

The letters indicating “NO PARKING” and “FIRE LANE” shall be no less than two inches (2”) in height. The letters indicating “TOW AWAY ZONE” shall be no less than one inch (1”) in height. “EMC 46.28.130” shall be no less than ¾” in height.

Signs shall be installed so that the top of the sign is no more than six feet (6’) above parking grade level and the bottom of the sign no less than four feet (4’) above parking grade level.

Locations of signs shall be by approval of the Fire Marshal or his designee. Paint curbs RED with WHITE letters stating “NO PARKING - FIRE LANE.”



**WHITE BACKGROUND  
RED LETTERS**

References:

2009 IFC 503.2.1

2009 IFC 503.3 2009 IFC 503.6 Security Gates

¾" Letters Minimum

**EMC 46.28.130**



# City of Everett Municipal Code

## Fire Works

### Sections:

- [16.60.010](#) Definitions.
- [16.60.015](#) Acts prohibited without appropriate licenses and permits—Minimum age for permit.
- [16.60.020](#) Repealed.
- [16.60.030](#) Permit—Application.
- [16.60.040](#) Permit—Application—Bond.
- [16.60.050](#) Permit—Fees.
- [16.60.060](#) Permit—Application investigation.
- [16.60.070](#) Public display permit—Certificate of general license filed with application.
- [16.60.080](#) Public display permit—Exclusive use.
- [16.60.090](#) Discharge of fireworks prohibited.
- [16.60.100](#) Supervision of public display.
- [16.60.105](#) Sale of fireworks prohibited.
- [16.60.110](#) Sale of consumer fireworks prohibited.
- [16.60.112](#)—
- [16.60.120](#) Repealed.
- [16.60.130](#) Storage of fireworks.
- [16.60.140](#) Possession of fireworks prohibited.
- [16.60.150](#) Articles pyrotechnic, special effects for entertainment media.
- [16.60.160](#) Repealed.
- [16.60.170](#) Seizure of fireworks.
- [16.60.180](#) Seizure proceedings.
- [16.60.190](#) Violations—Penalty.
- [16.60.200](#) Purpose and intent—Liability.

### **16.60.010 Definitions.**

For the purpose of this chapter, the following words shall mean:

A. “Agricultural and wildlife fireworks” includes fireworks devices distributed to farmers, ranchers and growers through a wildlife management program administered by the United States Department of the Interior or an equivalent state or local governmental agency.

B. “Articles pyrotechnic” means pyrotechnic devices for professional use, similar to consumer fireworks in chemical composition and construction but not intended for consumer use, which meet the weight and limits for consumer fireworks but which are not labeled as such, and which are classified as UNO431 or UNO432 by the United States Department of Transportation at 49 CFR 172.101 as of the effective date of the ordinance codified in this section.

C. “Consumer fireworks” means any small firework device designed to produce visible effects by combustion and which must comply with the construction, chemical composition, and labeling regulations of the United States Consumer Product Safety Commission, as set forth in 16 CFR Parts 1500 and 1507, and including some small devices designed to produce audible effects, such as whistling devices, ground devices containing fifty milligrams or less of explosive materials, and aerial devices containing one hundred thirty milligrams or less of explosive materials, and classified as fireworks UNO336 by the United State Department of Transportation at 49 CFR 172.101 as of the

effective date of the ordinance codified in this section, and not including fused set pieces containing components which together exceed fifty milligrams of salute powder.

D. “Display fireworks” means large fireworks designed primarily to produce visible or audible effects by combustion, deflagration, or detonation, and includes, but is not limited to, salutes containing more than two grains (one hundred thirty milligrams) of explosive materials, aerial shells containing more than forty grams of pyrotechnic compositions, and other display pieces which exceed the limits of explosive materials for classification as “consumer fireworks,” and are classified as fireworks UNO333, UNO334, or UNO335 by the United States Department of Transportation at 49 CFR 172.101 as of the effective date of the ordinance codified in this section, and including fused set pieces containing components which exceed fifty milligrams of salute powder.

E. “External packaging” means any materials that are not an integral part of the operative unit of the fireworks.

F. “Fireworks” means any composition or device designed to produce a visible or audible effect by combustion, deflagration, or detonation, and which meets the definition of “articles pyrotechnic” or “consumer fireworks” or “display fireworks.”

G. “Permit” means the official permission granted by a city or county for the purpose of establishing and maintaining a place within the jurisdiction of the city or county where fireworks are manufactured, constructed, produced, packaged, stored, sold, or exchanged and the official authorization granted by a city or county for a public display of fireworks.

H. “Person” includes any individual, firm, partnership, joint venture, association, concern, corporation, estate, trust, business trust, receiver, syndicate, or any other group or combination acting as a unit.

I. “Public display of fireworks” means an entertainment feature where the public is or could be admitted or allowed to view the display or discharge of display fireworks.

J. “Pyrotechnic operator” includes any individual who by experience and training has demonstrated the required skill and ability for safely setting up and discharging display fireworks.

K. “Retailer” includes any person who, at a fixed location or place of business, offers for sale, sells, or exchanges for consideration consumer fireworks to a consumer or user.

L. “Special effects” means any combination of chemical elements or chemical compounds capable of burning independently of the oxygen of the atmosphere, and designed and intended to produce an audible, visual, mechanical or thermal effect as an integral part of a motion picture, radio, television, theatrical, or opera production, or live entertainment.

M. “Wholesaler” includes any person who sells fireworks to a retailer or any other person for resale and any person who sells display fireworks to public display licensees. (Ord. 3076-08 § 1, 2008; Ord. 2624-02 § 1, 2002; Ord. 1041-84 § 1, 1984)

#### **16.60.015 Acts prohibited without appropriate licenses and permits—Minimum age for permit.**

A. Except as otherwise provided in this chapter or in Chapter 70.77 RCW, no person, without appropriate state licenses as required by Chapter 70.77 RCW and city permit, may:

1. Manufacture or import fireworks, or sell fireworks at wholesale or retail for any use;
2. Transport fireworks, except as a licensee or public carrier delivering to a licensee;
3. Make a public display of fireworks;
4. Assemble, compound, use or display articles pyrotechnic or special effects; or
5. Knowingly manufacture, import, transport, store, sell or possess with intent to sell, as fireworks, explosives, as defined under RCW 70.74.010, that are not fireworks, as defined under this chapter.

B. No person less than eighteen years of age may apply for or receive a permit under this chapter. (Ord. 3076-08 § 2, 2008)

**16.60.020 Permit—Required.**

Repealed by Ord. 3076-08. (Ord. 2624-02 § 4, 2002; Ord. 2179-96 § 1, 1996; Ord. 1041-84 § 4, 1984)

**16.60.030 Permit—Application.**

A. Any person desiring to do any act mentioned in Section [16.60.015](#)(A) (1) or (2) shall apply in writing to the city's fire marshal or designee.

B. Any person desiring to do any act mentioned in Section [16.60.015](#)(A) (4) shall apply in writing to the city's fire marshal or designee for a permit.

C. Any person desiring to put on a public display of fireworks under Section [16.60.015](#)(A) (3) shall apply in writing to the city's fire marshal or designee for a permit. Application for a permit under this subsection shall be made at least thirty days in advance of the proposed display. (Ord. 3076-08 § 3, 2008; Ord. 1146-85 § 2, 1985; Ord. 1041-84 § 5, 1984)

**16.60.040 Permit—Application—Bond.**

A. Except where a general license for public display has been granted pursuant to RCW 70.77.355, the applicant for a permit under Section [16.60.030](#)(C) for a public display of fireworks shall include with the application evidence of a bond issued by an authorized surety company. The bond shall be conditioned upon the applicant's payment of all damages to persons or property resulting from or caused by such public display of fireworks, or any negligence on the part of the applicant or its agents, servants, employees or subcontractors in presentation of the display. Instead of a bond, the applicant may include a certificate of insurance evidencing the carrying of appropriate public liability insurance for the benefit of the person named therein as assured, as evidence of ability to respond in damages. The city attorney shall approve the bond or insurance if it meets the requirements in this section.

B. The amount of the surety bond or certificate of insurance required by this section shall not be less than fifty thousand dollars and one million dollars for bodily injury liability for each person and event, respectively, and not less than twenty-five thousand dollars for property damage liability for each event. (Ord. 3076-08 § 4, 2008; Ord. 1041-84 § 7, 1984)

**16.60.050 Permit—Fees.**

The original and annual renewal permit fee for any act requiring a permit shall be ten dollars. (Ord. 3076-08 § 5, 2008; Ord. 1146-85 § 5, 1985; Ord. 1041-84 § 18, 1984)

**16.60.060 Permit—Application investigation.**

A. The city's fire marshal or designee, upon receiving an application for a permit under Section [16.60.030](#)(A), shall investigate the application and submit a report of findings and a recommendation for or against the issuance of the permit, together with reasons, to the city council. If the application meets the requirements of applicable city ordinances and Chapter 70.77 RCW, the city council or its designee shall grant an application for permit under this subsection and may place reasonable conditions on the permit. If the application does not meet requirements of applicable city ordinances and Chapter 70.77 RCW, the city council or its designee shall deny the application for a permit.

B. The city's fire marshal or designee, upon receiving an application for a permit under Section [16.60.030](#)(C) for a public display of fireworks, shall investigate whether the character and location of the display as proposed would be hazardous to property or dangerous to any person. Based on the investigation, the fire marshal or designee shall submit a report of findings and a recommendation for or against the issuance of the permit with reasons to the city council. The city council may grant or deny the application and may place reasonable conditions on any permit it issues. (Ord. 3076-08 § 6, 2008; Ord. 1146-85 § 3, 1985; Ord. 1041-84 § 6, 1984)

**16.60.070 Public display permit—Certificate of general license filed with application.**

An individual who has received a general license for a public display under RCW 70.77.355 shall file a certificate from the State Fire Marshal evidencing the license with any application for a local permit for the public display of fireworks under Section [16.60.030](#)(C). (Ord. 3076-08 § 7, 2008: Ord. 1041-84 § 9, 1984)

**16.60.080 Public display permit—Exclusive use.**

If a permit under Section [16.60.030](#)(C) for a public display of fireworks is granted, the sale, possession and use of fireworks for the public display is lawful for that purpose only. The permit granted is not transferable. (Ord. 3076-08 § 8, 2008: Ord. 1041-84 § 8, 1984)

**16.60.090 Discharge of fireworks prohibited.**

A. No person may discharge fireworks at any place within the city limits of Everett except as authorized by this chapter; provided, that consumer fireworks and such audible ground devices as firecrackers, salutes and chasers may be purchased and/or used by religious organizations or private organizations or persons if purchased from a licensed manufacturer, importer, or wholesaler for use on prescribed dates and locations, for religious or specific purposes, upon obtaining a permit therefore from the city fire marshal or his designee pursuant to Section [16.60.030](#)(B). A violation of this section shall be punished as follows:

B. Except as otherwise provided in subsection C of this section, violation of this section is a non-traffic infraction, punishable by a fine of one hundred twenty-five dollars. All public safety and education assessments (PSEA) required by state law shall be added to the base penalty described herein. Remission of PSEA money shall be as set forth in state law and cannot be suspended or waived. Municipal court judges and judges pro tem shall have discretion to assess additional penalties for failure to pay or respond to notices of infraction issued under this section as otherwise allowed by law.

C. Any person who violates this section a second or more time within a five-year period shall be guilty of:

1. A misdemeanor if the amount of fireworks possessed involved less than one pound of fireworks, exclusive of external packaging; or

2. A gross misdemeanor if the amount of fireworks possessed involved one pound or more of fireworks, exclusive of external packaging.

D. A record of arrest in any local, state or federal database shall constitute prima facie proof of a previous violation for purposes of determining the penalty for violation of this section. (Ord. 3076-08 § 9, 2008: Ord. 2624-02 § 4, 2002: Ord. 2179-96 § 3, 1996: Ord. 1146-85 § 1, 1985; Ord. 1041-84 § 3, 1984)

**16.60.100 Supervision of public display.**

Every public display of fireworks shall be handled or supervised by a pyrotechnic operator licensed by the Chief of the Washington State Patrol, through the director of fire protection, under RCW 70.77.255. (Ord. 3076-08 § 10, 2008: Ord. 1041-84 § 11, 1984)

**16.60.105 Sale of fireworks prohibited.**

Unless otherwise allowed by permit granted under the provisions of this chapter, no fireworks shall be sold within the city limits of Everett. A violation of this section is a gross misdemeanor. (Ord. 2179-96 § 2, 1996)

**16.60.110 Sale of consumer fireworks prohibited.**

In addition to the ban on the sale, purchase, possession, use and discharge of consumer fireworks generally provided within the city contained in this chapter, in accordance with Chapter 370, Section 31 of the Second Substitute Senate Bill 6080 of the Laws of 2002, the city hereby prohibits the sale, purchase, possession, use and discharge of consumer fireworks on December 27, 2002, through December 31, 2002, and thereafter as provided in RCW 70.77.250(4). (Ord. 2624-02 § 2, 2002)

**16.60.112 Prohibited fireworks.**

Repealed by Ord. 2179-96. (Ord. 1792-91 § 2, 1991)

**16.60.114 Hours of discharge.**

Repealed by Ord. 2179-96. (Ord. 2101-95 § 2, 1995: Ord. 1792-91 § 3, 1991)

**16.60.116 Discharge of aerial devices—Prohibited.**

Repealed by Ord. 2179-96. (Ord. 1792-91 § 4, 1991)

**16.60.118 Sale to minors.**

Repealed by Ord. 2179-96. (Ord. 1792-91 § 5, 1991)

**16.60.120 Sale—Posting of list of saleable fireworks.**

Repealed by Ord. 2179-96. (Ord. 1041-84 § 2, 1984)

**16.60.130 Storage of fireworks.**

It is unlawful for any person to store fireworks of any class without a permit for such storage from the city fire marshal or designee. A person proposing to store fireworks shall apply in writing to the city fire marshal or designee at the time he or she submits an application for a permit to engage in activities identified in Section [16.60.015\(A\)\(1\)](#) through (4). The city fire marshal or designee receiving the application for a storage permit shall investigate whether the character and location of the storage as proposed would constitute a hazard to property or be dangerous to any person. Based on the investigation, the fire marshal or designee may grant or deny the application. The fire marshal or designee may place reasonable conditions on any permit granted. (Ord. 3076-08 § 11, 2008: Ord. 1041-84 § 12, 1984)

**16.60.140 Possession of fireworks prohibited.**

A. Unless otherwise allowed under the provisions of this chapter, it is unlawful to possess any class or kind of fireworks within the city limits of Everett. A violation of this section shall be punished as follows:

B. Except as otherwise provided in subsection C of this section, violation of this section is a non-traffic infraction, punishable by a fine of one hundred twenty-five dollars. All public safety and education assessments (PSEA) required by state law shall be added to the base penalty described herein. Remission of PSEA money shall be as set forth in state law and cannot be suspended or waived. Municipal court judges and judges pro tem shall have discretion to assess additional penalties for failure to pay or respond to notices of infraction issued under this section as otherwise allowed by law.

C. Any person who violates this section a second or more time within a five-year period shall be guilty of:

1. A misdemeanor if the amount of fireworks possessed involved less than one pound of fireworks, exclusive of external packaging; or

2. A gross misdemeanor if the amount of fireworks possessed involved one pound or more of fireworks, exclusive of external packaging.

D. A record of arrest in any local, state or federal database shall constitute prima facie proof of a previous violation for purposes of determining the penalty for violation of this section. (Ord. 3076-08 § 12, 2008; Ord. 2179-96 § 4, 1996; Ord. 1041-84 § 13, 1984)

**16.60.150 Articles pyrotechnic, special effects for entertainment media.**

The assembling, compounding, use, and display of articles pyrotechnic or special effects in the production of motion pictures, radio or television productions, or live entertainment shall be under the direction and control of a pyrotechnic operator licensed by the state of Washington and who possesses a valid permit from the city or county. Applicants for a permit under Section [16.60.030\(B\)](#) must provide evidence of the permittee's insurance carrier or financial responsibility. (Ord. 3076-08 § 13, 2008; Ord. 2624-02 § 3, 2002)

**16.60.160 Violation—Unlawful discharge of fireworks.**

Repealed by Ord. 2179-96. (Ord. 1041-84 § 15, 1984)

**16.60.170 Seizure of fireworks.**

A. Except as provided in subsection B of this section, any fireworks which are illegally sold, offered for sale, used, discharged, possessed or transported in violation of this chapter shall be subject to seizure by the city's fire marshal or his designee or the chief of police or his designee or the State Fire Marshal. Any fireworks seized may be disposed of by the city's fire marshal or designee by distribution at any time subsequent to thirty days from such seizure or ten days from the termination of proceedings under Section [16.60.180](#).

B. Any fireworks seized pursuant to Section [16.60.090](#) or [16.60.140](#) shall be subject to seizure by the city's fire marshal or his designee or the chief of police or his designee or the State Fire Marshal and may be disposed of immediately. (Ord. 3076-08 § 14, 2008; Ord. 1041-84 § 16, 1984)

**16.60.180 Seizure proceedings.**

A. Seized fireworks under Section [16.60.170\(A\)](#) may be returned after a petition is filed and, if requested, a hearing held proves the fireworks were illegally or erroneously seized.

B. Any person whose fireworks are seized under Section [16.60.170\(A\)](#) may within ten days after such seizure petition the city fire marshal or State Fire Marshal to return the fireworks seized upon the ground that such fireworks were illegally or erroneously seized. Any petition filed hereunder shall be considered by the city fire marshal or State Fire Marshal within fifteen days after filing and an oral hearing granted the petitioner, if requested. Notice of the decision of the city fire marshal or State Fire Marshal shall be served upon the petitioner. The city fire marshal or State Fire Marshal may order the fireworks seized to be disposed of or returned to the petitioner if illegally or erroneously seized. The determination of the city fire marshal or State Fire Marshal is final unless within sixty days an action is commenced in a court of competent jurisdiction for the recovery of the fireworks seized by the city fire marshal or State Fire Marshal.

C. If seized fireworks are not returned to the petitioner or destroyed, the city fire marshal or State Fire Marshal may sell confiscated consumer fireworks to wholesalers properly licensed in accordance with all applicable state laws and regulations. Sale shall be by public auction after publishing a notice of the date, place and time of the auction in a newspaper of general circulation in Snohomish County at least three days before the date of the auction. Proceeds of the sale of seized fireworks shall be deposited in a general fund. Fireworks that are not legal for use and possession shall be destroyed. (Ord. 3076-08 § 15, 2008; Ord. 2624-02 § 5, 2002; Ord. 1041-84 § 17, 1984)

**16.60.190 Violations—Penalty.**

Where a violation of this chapter is designated as a gross misdemeanor, said violation shall be punishable by a fine of not more than five thousand dollars or not more than one year in jail or both such fine and imprisonment. Any other violation of this chapter shall be a misdemeanor punishable by a fine of not more than one thousand dollars or not more than ninety days in jail or both such fine and imprisonment. (Ord. 1041-84 § 19, 1984)

**16.60.200 Purpose and intent—Liability.**

A. It is expressly the purpose of this chapter to provide for and promote the health, safety and welfare of the general public, and not to create or otherwise establish or designate any particular class or group of persons who will or should be especially protected or benefited by the terms of this chapter.

B. It is the specific intent of this chapter that no provision nor any term used in this chapter is intended to impose any duty whatsoever upon the city or any of its officers or employees, for whom the implementation or enforcement of this chapter shall be discretionary and not mandatory.

C. Nothing contained in this chapter is intended to be nor shall be construed to create or form the basis for any liability on the part of the city, or its officers, employees or agents, for any injury or damage resulting from the failure of a permittee to comply with the provisions of this chapter, or by reason or in consequence of any inspection, notice, order, certificate, permission or approval authorized or issued or done in connection with the implementation or enforcement pursuant to this chapter, or by reason of any action or inaction on the part of the city related in any manner to the enforcement of this chapter by its officers, employees or agents. (Ord. 1041-84 § 22, 1984)

**Reference EMC chapter 16.60**



# FIRE PUMPS CONFIDENCE TEST REPORT

Date: \_\_\_\_\_

Name of Building: \_\_\_\_\_

Address: \_\_\_\_\_

Tester Name \_\_\_\_\_ State License No. \_\_\_\_\_

Type of inspection: Annual  Other: \_\_\_\_\_

Pump Motor: Diesel  Electric  Other: \_\_\_\_\_

Routine maintenance is performed and records kept? Yes  No

Starting Amperage: Leg 1 \_\_\_\_\_ Leg 2 \_\_\_\_\_ Leg 3 \_\_\_\_\_

Running Amperage: Leg 1 \_\_\_\_\_ Leg 2 \_\_\_\_\_ Leg 3 \_\_\_\_\_

Controller voltage: \_\_\_\_\_ VDC Interrupting Capacity amps: \_\_\_\_\_

Cut-in Pressure psi: \_\_\_\_\_ Cut-out Pressure psi: \_\_\_\_\_

Timer set at \_\_\_\_\_ minutes.

Pump starts from roof flow? ..... Yes  No  N/A

Pump starts from pressure drop? ..... Yes  No  N/A

Controller power light is on? ..... Yes  No  N/A

Static water pressure psi: \_\_\_\_\_ Churn suction psi: \_\_\_\_\_

Churn discharge psi: \_\_\_\_\_

Was 300 GPM flow conducted? Yes  No  Suction psi: \_\_\_\_\_ Discharge psi: \_\_\_\_\_

Hose Size: \_\_\_\_\_ in. Tip Size: \_\_\_\_\_ in. Hose Length: \_\_\_\_\_ ft.

Pilot reading: \_\_\_\_\_ GPM: \_\_\_\_\_

Was pump run for 10 minutes flowing? ..... Yes  No  N/A

All fire pumps tested? ..... Yes  No  N/A

Is there a jockey pump? ..... Yes  No  N/A

Problems found: \_\_\_\_\_

Corrections made: \_\_\_\_\_

Date Corrected \_\_\_\_\_

SIGNATURE OF TESTER \_\_\_\_\_

AGENCY \_\_\_\_\_



# HALON/CO<sub>2</sub>/OTHER AGENT CONFIDENCE TEST REPORT

Address \_\_\_\_\_

Occupied as \_\_\_\_\_

Owner's Name \_\_\_\_\_ Address \_\_\_\_\_ Zip \_\_\_\_\_

NAME OF TESTER \_\_\_\_\_ CERTIFICATION NO. \_\_\_\_\_

Date of Inspection \_\_\_\_\_ Type of Inspection: Acceptance  Annual  Other

Extinguishing Agent \_\_\_\_\_ Weight of Bottle (LIST EACH) \_\_\_\_\_  
Design Weight of Full Bottle \_\_\_\_\_

Date of Last Hydrostatic Test on Bottle(s) \_\_\_\_\_

Control panel manufacturer \_\_\_\_\_ Model No. \_\_\_\_\_

No. of initiating circuits \_\_\_\_\_ No. of signal circuits \_\_\_\_\_

Battery voltage \_\_\_\_\_ volts Charge circuit voltage \_\_\_\_\_ volts

Battery voltage under full load \_\_\_\_\_ volts (A/C power off)

- 1. Trouble signal with AC power off: ..... Yes  No  N/A
- 2. System operates satisfactory on standby power: ..... Yes  No  N/A
- 3. All signals operate on AC power: ..... Yes  No
- 4. Does system meet audibility standards: ..... Yes  No  N/A
- 5. All circuits checked for electrical supervision: ..... Yes  No  N/A
- 6. Control panel checks made per manufacturer's instructions: . . . Yes  No  N/A
- 7. All auxiliary equipment operates: (doors, fans, dampers) . . . . . Yes  No  N/A
- 8. Central station or remote connection: ..... Yes  No  N/A

**Name of Approved Monitoring Company** \_\_\_\_\_

- 9. Key to panel available: ..... Yes  No  N/A
- 10. Operating Instructions at panel? ..... Yes  No  N/A
- 11. Test record posted at panel: ..... Yes  No  N/A
- 12. Service label posted? ..... Yes  No

RE: HALON/CO2/OTHER AGENT (cont'd.):

EQUIPMENT TESTED

TYPE OF EQUIPMENT	NUMBER OF UNITS TESTED	SATISFACTORY			NO. OF UNITS IN BUILDING
		YES	NO	N/A	
Bells, Horns, Chimes Voice-Alarm Speakers					
Visual Alarm Devices					
Trouble Indicators					
Heat Detector(s)					
Super Switches (auto. spr.)					
Smoke Detector(s)					
Manual Pull Stations					
Ventilation Controls Operate					
Central Station					
Annunciators					
System Piping					
Abort Switch					
Fire Dampers/Smoke Dampers					
Phone Jacks					
Auto. Door Unlocks (Failsafe)					
Auto. Door Release					
Other					

Problems found: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**IF MORE SPACE IS NEEDED, ATTACH SEPARATE SHEET.**

Corrections made: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Date corrected \_\_\_\_\_

SIGNATURE OF TESTER \_\_\_\_\_ Electrical License No. \_\_\_\_\_

AGENCY \_\_\_\_\_ PHONE \_\_\_\_\_

MAILING ADDRESS \_\_\_\_\_



# **FIRE DEPARTMENT**

## **FIRE MARSHAL POLICY**

### **Knox Boxes**

1. Knox Box(es) shall be of the recessed type (when possible).
2. Knox Box(es) shall be placed in a well-lighted location.
3. Keys placed in Knox Box(es) should only access fire alarm rooms, fire sprinkler rooms, and other critical areas (Example: electrical rooms, access to plumbing, elevator rooms, etc.).
4. Key cards shall only be placed in Knox Box(es) where the box is located in an area not directly exposed to the effects of wet weather.
5. To obtain an application please contact:

**Everett Fire Department**  
**Fire Marshal's Office**  
425-257-8120  
fmo@ci.everett.wa.us  
www.EverettFire.org



# FIRE DEPARTMENT

## FIRE MARSHAL POLICY

### MARKING OF FIRE DEPARTMENT CONNECTIONS AND SPRINKLER VALVES

1. Each Fire Department connection to sprinkler systems shall be marked to indicate the connection's intended use (NFPA 24 5.9.5.3).
2. Where a Fire Department connection only supplies a portion or portions of a building, a sign shall be attached to indicate the portion or portions of the building supplied (NFPA 24 5.9.5.6).
3. Sectional Valves and Wall PIVs:

Identification signs shall be provided at each valve to indicate its function and what it controls (NFPA 24 6.6.1).

Therefore, buildings with multiple sprinkler risers shall be marked to indicate what portion of the building the system supplies.

4. All local water gongs or horn/strobes that are not monitored should have a sign (red background; white letters) placed that reads: **IF BELL SOUNDING, CALL FIRE OR POLICE 9-1-1**
5. FDC post remote: Paint red with address on post.
6. Signs should be red with white background letters 2" high. Stating the use of the connections.

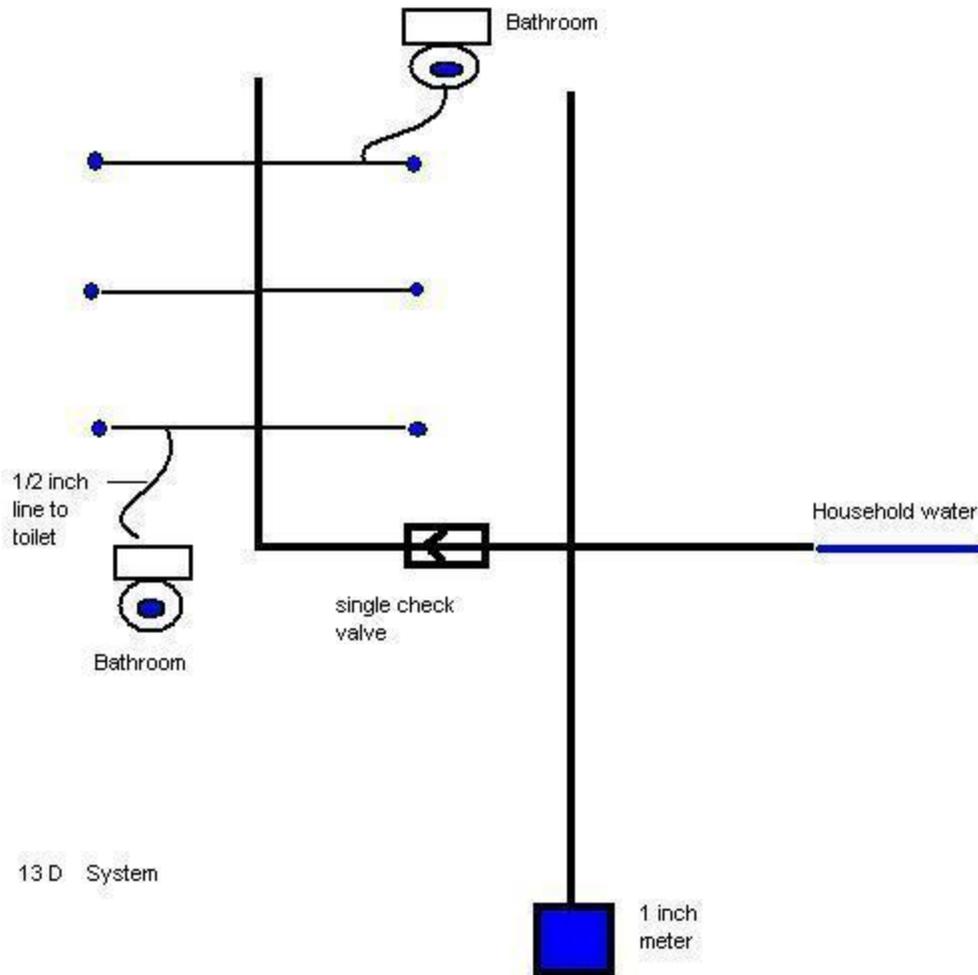
Reference: 2009 IFC Section 509



# FIRE DEPARTMENT

## FIRE MARSHAL POLICY

### NFPA 13D System





# FIRE DEPARTMENT

## FIRE MARSHAL POLICY

### Non-Required Fire Protection Systems

#### A. CODE REQUIREMENT AND PROBLEM

The International Fire Code, Section 901.4.2, requires plan review, acceptance test, and periodic confidence testing of “approved” fire protection systems. Partial or incomplete non-required systems that do not meet the requirements of City Ordinances, the International Fire Code and/or its referenced standards are encountered.

#### B. POLICY

1. **Approved** systems, when required, shall be installed in accordance with City Ordinance #1902-92, the International Fire Code and its referenced standards, except where the standards are interpreted or modified by approved guidelines, code alternates or individual job-specific plan reviews.
2. **Non-required/Approved** systems that meet City Ordinance #1902-92, the International Fire Code, nationally-recognized standards, or Everett Fire Department inspection guidelines as noted above shall be reviewed, inspected, and approved in the same manner as Code-required systems.
3. **Non-required/Non-conforming** systems that do not meet the requirements of City Ordinance #1902-92, the International Fire Code, its referenced standards, or Everett Fire Department inspection guidelines shall not be approved. They are not prohibited, provided:
  - a. They do not provide a false impression of fire safety to building occupants
  - b. The system would not adversely impact fire suppression operations
  - c. Some fire protection benefit exists
  - d. The installation is reviewed by the Fire Marshal
  - e. Such systems should be tested annually to ensure that they operate as intended.
4. Approved systems in other than Group R, Division 3 occupancies shall be included in the Everett Fire Department's requirements for confidence testing. Non-required, partial systems are not included in the confidence testing program unless there is a specific benefit and requirement by the Fire Marshal. Courtesy notices of correction and recommendations may be issued.

(Continue next page)

## C. PROCEDURAL GUIDELINES

1. A "Plan Not Approved" review shall be prepared on partial or incomplete systems. If they meet the criteria noted in paragraph B3 of this policy, the review shall include a statement that the installation is not prohibited. The review shall note what is missing for full approval and shall recommend completion of the system.
2. Plans for any such system must be submitted to the Building Department and the Everett Fire Department for examination. Such plans must include plans for the underground mains that will supply the sprinkler system.

As of January 1991, sprinkler system permits are issued by the Building Department. Plan review fees are assessed by the Building Department. No fee is assessed by the Fire Department.

Aboveground sprinkler piping must be hydrostatically tested as established in NFPA Standard 13. Underground piping must be hydrostatically tested and flushed as established in NFPA Standard 24 for private fire mains. All such tests must be witnessed by a Fire Department inspector.

Contractors' materials and test certificates must be submitted to the Everett Fire Department prior to issuance of any Certificates of Occupancy.

## D. RATIONALE

To ensure that non-required fire protection systems are designed and installed in accordance with accepted standards.

Reference: 2009 IFC, Section 901



# FIRE DEPARTMENT

## FIRE MARSHAL POLICY

### Outdoor Burning

#### A. CODE REQUIREMENT AND PROBLEM

The Everett Municipal Code, Chapter 8.28, and the 2009 International Fire Code, Section 307, place specific restrictions on outdoor burning. In the City of Everett only recreational fires are allowed. This policy clarifies the requirements for recreational fires.

#### B. POLICY

1. Everett is in a “No Outdoor Burning” zone. Examples of prohibited burning activities include land clearing, building demolition, brush burning, and grass burning.
2. Recreational fires are allowed without permit by both the Everett Municipal Code and the International Fire Code as adopted by the State of Washington under the following circumstances:
  - a. Recreational fires shall not be conducted within 25 feet of a structure or combustible material.  
**Exception:** Approved appliances with a clearly visible manufacturer’s listing may be used if installed per manufacturer’s listing.
  - b. Shovels, rakes, and water-charged garden hose or 4A-rated extinguisher shall be available for immediate use.
  - c. Recreational fires shall be constantly attended. They are not considered extinguished unless one can handle the ashes without protection.
  - d. Fires shall be limited to three feet (3’) in diameter and two feet (2’) in height.
  - e. Only dry, seasoned wood may be burned. Construction scraps, green wood, shrub trimmings, leaves, and other refuse are prohibited for use as fuel.
  - f. Recreational fires may or may not be allowed during “Burn Bans” in Snohomish County. Burn Ban information is available by calling the Snohomish County Fire Marshal **Burning Information Line at 425/388-3508.**
3. Recreational fires that are offensive or objectionable because of smoke or odor emissions when atmospheric conditions or local circumstances make such fires hazardous shall be prohibited (2006 International Fire Code, Section 307.2). Responding suppression crews are authorized to order the fire extinguished and to extinguish the fire if necessary.

(Continue next page)

4. Bonfires for community events require a permit from the Fire Prevention Bureau.

- a. A bonfire shall not be conducted within 50 feet of a structure or combustible material unless the fire is contained in a barbecue pit. Conditions which could cause a fire to spread within 50 feet of a structure shall be eliminated prior to ignition. A bonfire shall not be conducted where neighboring residences or businesses might be subject to smoke or fire odors.
- b. Shovels, rakes, and water-charged garden hose or 4A-rated extinguisher shall be available for immediate use.
- c. Bonfires shall be constantly attended. They are not considered extinguished unless one can handle the ashes without protection.
- d. Fires shall be limited to six feet (6') in diameter and four feet (4') in height.
- e. Only dry, seasoned wood may be burned. Construction scraps, green wood, shrub trimmings, leaves, and other refuse are prohibited for use as fuel.
- f. Bonfires are prohibited during "Burn Bans." Burn Ban information is available on the Puget Sound Clean Air Agency web site and at the Snohomish County web site.

C. PROCEDURAL GUIDELINES

1. A crew responding to an outdoor fire shall evaluate the fire for classification as a safe recreational fire, or safe and permitted bonfire, using the above guidelines. Any fire not meeting the above criteria shall be extinguished, either by the users or by the responding crew.
2. Repeated non-recreational and/or non-permitted outdoor burning shall subject the property owner or violator to enforcement under the guidelines of the Everett Municipal Code or the International Fire Code.
3. Call (425) 257-8120 for more information.

D. RATIONALE

To ensure that outdoor burning requirements are clearly stated and well understood by Everett Fire Department personnel and by Everett's citizens for improved safety and enhanced quality of life.

Reference: Everett Municipal Code, Chapter 8.28  
2009 IFC, Section 307

Approved by: Everett Fire Marshal's Office



# RANGEHOOD SYSTEM CONFIDENCE TEST REPORT

Address \_\_\_\_\_

Occupied as \_\_\_\_\_

Building Owner \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip Code \_\_\_\_\_

Date of Inspection \_\_\_\_\_ Contact Person \_\_\_\_\_

Type of Inspection: Annual \_\_\_\_\_ Acceptance \_\_\_\_\_ Semi-Annual \_\_\_\_\_ Alarmed \_\_\_\_\_

Make of system \_\_\_\_\_ Size \_\_\_\_\_ Fuel Shut-off: Gas \_\_\_\_\_ Electric \_\_\_\_\_

Type of System:  Wet Chem  Dry Chem  CO2  H2O  Other \_\_\_\_\_

- 
- 
- |     |   |                              |                             |                              |
|-----|---|------------------------------|-----------------------------|------------------------------|
| 1.  | Cylinder's pressure gauge or weight is at acceptable level.             | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A <input type="checkbox"/> |
| 2.  | System is free of any prior discharge/damage or tampering.              | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A <input type="checkbox"/> |
| 3.  | All piping and conduit is immobilized with proper hangers and brackets. | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A <input type="checkbox"/> |
| 4.  | All nozzles are in proper positions.                                    | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A <input type="checkbox"/> |
| 5.  | All nozzles are covered by blow-off caps.                               | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A <input type="checkbox"/> |
| 6.  | Date fusible links last changed _____                                   |                              |                             |                              |
| 7.  | System operated properly from most remote fusible link.                 | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A <input type="checkbox"/> |
| 8.  | System operated properly from all manual actuators.                     | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A <input type="checkbox"/> |
| 9.  | Automatic shutdown of fuel/power operated properly.                     | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A <input type="checkbox"/> |
| 10. | Manual actuators are unobstructed and in path of egress.                | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A <input type="checkbox"/> |
| 11. | Date of last hydrostatic test of cylinder _____                         |                              |                             |                              |
| 12. | Is system alarmed?  | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A <input type="checkbox"/> |
| 13. | All cooking surfaces are protected.                                     | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A <input type="checkbox"/> |
| 14. | Inspection and service tag on system cylinder.                          | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A <input type="checkbox"/> |
| 15. | System is now fully operational and free from obstructions.             | Yes <input type="checkbox"/> | No <input type="checkbox"/> | N/A <input type="checkbox"/> |

16. Is the hood and duct free from grease and sludge accumulation? Yes  No  N/A

17. Last date pressurized dry chem systems had dry chem examined \_\_\_\_\_

18. Monitored? Yes  No

Problems found: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Corrections made: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date corrected \_\_\_\_\_ By \_\_\_\_\_

THIS IS TO CERTIFY THAT THIS RANGEHOOD SYSTEM HAS BEEN INSPECTED AND TESTED IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS AND NFPA STANDARDS..

SIGNATURE OF TESTER \_\_\_\_\_

AGENCY \_\_\_\_\_ PHONE \_\_\_\_\_



# ***FIRE DEPARTMENT***

## **Residential Fire Sprinkler System for Tenants**

### **Congratulations!**

As a tenant of an apartment with a fire sprinkler system your dwelling is protected 24 hours a day, 7 days a week, 12 months a year from the threat of fire and the terrible consequences such an occurrence can create.

### **Residential Fire Sprinklers are designed to:**

- Activate at 160° F
- Only discharge water from the head that is activated
- Apply water at a rate of 13 to 18 gallons per minute during the initial stages of fire
- Allow you a better opportunity to escape from the fire

### **System components:**

#### **Bell(s)**

- In a visible location at the front or rear of a structure.
- May be more than one.
- It should be audible from all sleeping areas.

#### **Interior Alarm Device:**

Typically found in the hallway or bedrooms.

#### **Sprinkler Heads:**

Do not do anything to your sprinkler system that would hinder its performance such as painting or hanging objects from the sprinkler head. Of course, never turn off or disconnect the system from its water source.

Do not turn off the sprinkler system in the event of a fire - let the Fire Department perform this task.

#### **Did you know?**

- Sprinklers rarely leak. They are tested at 175 psi for 24 hours. Standard plumbing is only tested at 60 psi.
- Only the sprinkler head that is affected by the fire will activate.
- Sprinkler heads are activated by heat only. Smoke without heat will not cause a sprinkler to activate.
- Sprinklers typically cause less damage than the fire itself. A sprinkler is intended to control a fire in its early stages and will use considerable less water than the Fire Department would.
- Sprinklers have been in use since the late 1800's to protect lives and property. They are a proven technology.

We hope that this information will help you to better understand your sprinkler system. A few minutes a month is all it takes to ensure that this life safety system is ready to go to work. Please call the Everett Fire Marshal's Office at 425-257-8120 if you have any questions.



# **FIRE DEPARTMENT**

## **FIRE MARSHAL POLICY**

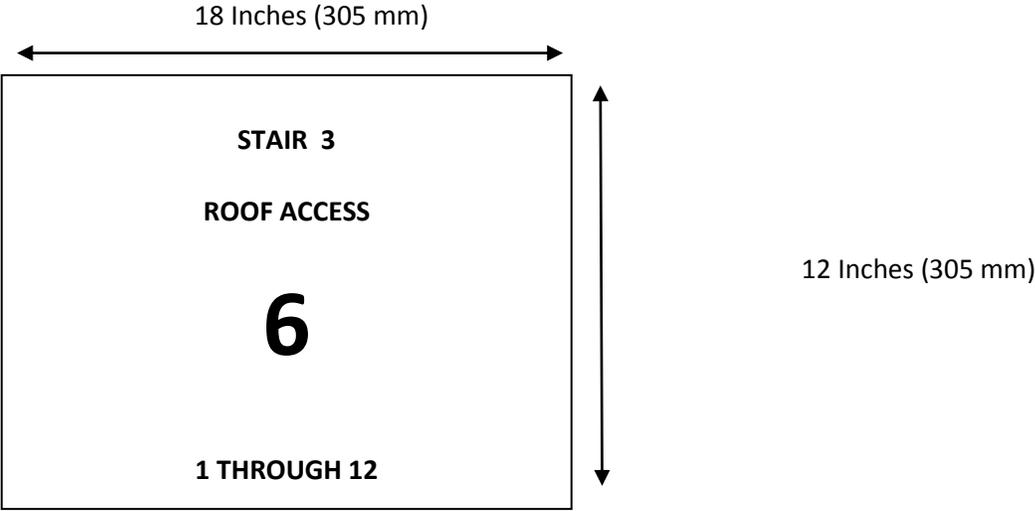
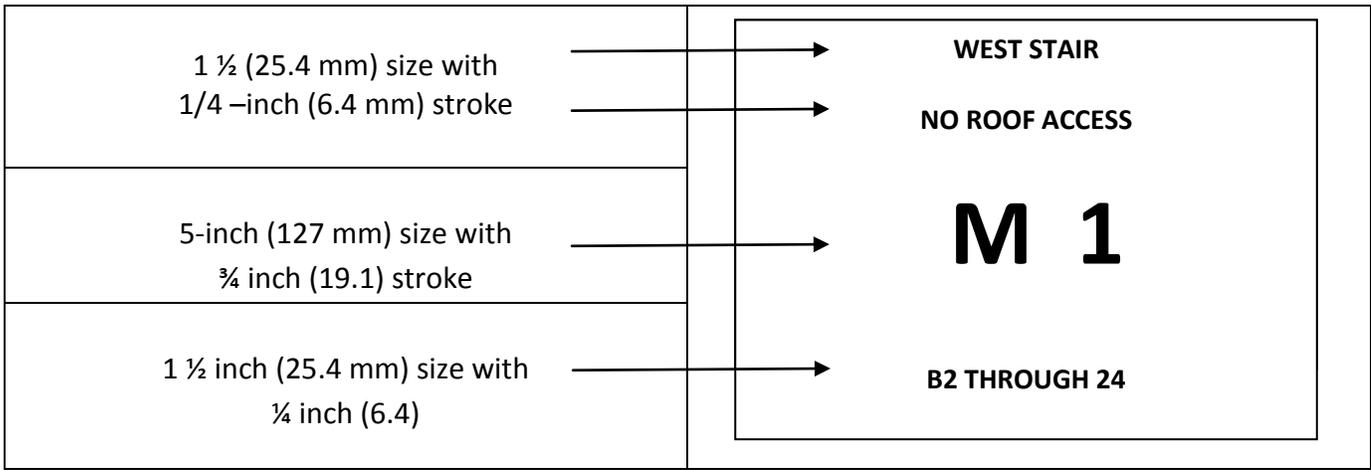
### **Stairway Identification**

1022.8 Floor identification signs. A sign shall be provided at each floor landing in exit enclosures connecting more than three stories designating the floor level, the terminus of the top and bottom of the exit enclosure and the identification of the stair or ramp. The signage shall also state the story of, and the direction to, the exit discharge and the availability of roof access from the enclosure for the fire department. The sign shall be located 5 feet (1524 mm) above the floor landing in a position that is readily visible when the doors are in the open and closed positions. Floor level identification signs in tactile characters complying with ICC A117.1 shall be located at each floor level landing adjacent to the door leading from the enclosure into the corridor to identify the floor level.

1022.8.1 Signage requirements. Stairway identification signs shall comply with all of the following requirements:

1. The signs shall be a minimum size of 18 inches (457mm) by 12 inches (305 mm).
2. The letters designating the identification of the stair enclosure shall be a minimum of 1 1/2 inches (38 mm) in height.
3. The number designating the floor level shall be a minimum of 5 inches (127 mm) in height and located in the center of the sign.
4. All other lettering and numbers shall be a minimum of 1 inch (25 mm) in height.
5. Characters and their background shall have a nonglare finish. Characters shall contrast with their background, with either light characters on a dark background or dark characters on a light background.
6. When signs required by Section 1022.8 are installed in interior exit enclosures of buildings subject to Section 1024, the signs shall be made of the same materials as required by Section 1024.4.

(Continue next page)





# FIVE-YEAR STANDPIPE CERTIFICATION CONFIDENCE TEST REPORT

Date: \_\_\_\_\_

Name of Facility: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_

Type of Standpipe: ..... Dry Standpipe – Class I \_\_\_\_\_  
 Wet Standpipe – Class II \_\_\_\_\_  
 Combination – Class III \_\_\_\_\_

<b>Class I:</b>	PASSED	FAILED
1. Air Test – The system was air tested at 25 psi (test to determine if system leaks and to avoid water damage to the building in the event piping was broken or disconnected).	_____	_____
2. Hydrostatic Test – At not less than 200 psi for 2 hours, or at 50 psi in excess of the maximum pressure, where maximum pressure is in excess of 150 psi.	_____	_____
3. Flow Test – 500 gallons per minute of water through the standpipe system at the highest outlet. Inlet pressure: _____ Outlet pressure: _____ Static (head) pressure: _____ Friction loss: _____	_____	_____
4. Each outlet valve was fully operated and functions properly (lubricate as necessary).	_____	_____

<b>Class II:</b>		
Water supply from: Street mains _____ Booster Pumps _____	_____	_____
Flow Test – Standpipe was flow tested at 100 gallons per minute at 65 psi 30 seconds _____ 2 minutes _____	_____	_____
Outlets – Each outlet was checked for signs of corrosion, leakage and installation of approved pressure reducing devices where pressures will Exceed 100 psi.	_____	_____
Tests were made to indicate all valves are fully operational and there is water pressure at each outlet. (Open each valve against capped outlet with gauge.)	_____	_____

<b>Class III:</b>		
500 gallons per minute though each riser from the uppermost 2½" Fire Department outlets.	_____	_____

System maintained a residual pressure of 65 psi at the level of outlet.	_____	_____
---	-------	-------

Outlets – Each outlet was checked for signs of corrosion, leakage and installation of approved pressure reducing devices where pressure will exceed 100 psi.

**RE: STANDPIPE CERTIFICATION (continued):**

All Classes:

		PASSED	FAILED
1.	Backflow inlet connections so water will backflow out of the Fire Department connections.	<input type="checkbox"/>	<input type="checkbox"/>
2.	Hose – Each hose was examined for mildew, cuts, abrasions and other deterioration. Couplings, gaskets and nozzles were examined for damage and obstruction.	<input type="checkbox"/>	<input type="checkbox"/>
3.	Fire Department inlets and outlets equipped with approved plugs or caps.	Yes	No
4.	1/8" pressure relief hole in caps	Yes	No
5.	Fire Department connections have 12" wrench clearance.	Yes	No
6.	Verify operation of water flow switches.	Yes	No
			N/A

Problems Found: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Corrections Made: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This is to certify that the \_\_\_\_\_ system has been properly tested and inspected for reliability to cover the items listed in this report. This system is consistent with manufacturer's requirements and all corrections have been made as indicated above. The standpipe has been properly labeled with the date of inspection and company performing the inspection.

Certified By: \_\_\_\_\_

State License No.: \_\_\_\_\_

Agency: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

(Continue next page)

3. Fire Marshal's Offices inspections and test witness. Call 425/257-8120 to schedule inspections.

a. TEST FOR PIPING SHALL BE IN ACCORDANCE WITH THE INTERNATIONAL FIRE CODE AS FOLLOWS:

**Sec. 3403.6.3.** Unless tested in accordance with the applicable sections of ASME B31.9, piping, before being covered, enclosed or placed in use, shall be hydrostatically tested to 150 percent of the maximum anticipated pressure of the system, or pneumatically tested to 110 percent of the maximum anticipated pressure of the system, but not less than 5 psig (34.47 kPa) at the highest point of the system. This test shall be maintained for a sufficient time period to complete visual inspection of all joints and connections. For a minimum of 10 minutes, there shall be no leakage or permanent distortion. Care shall be exercised to ensure that these pressures are not applied to vented storage tanks. Such storage tanks shall be tested independently from the piping.

Existing piping shall be tested in accordance with Section 3403.6.3.1 when the fire code official has reasonable cause to believe that a leak exists. Piping that could contain flammable or combustible liquids shall not be tested pneumatically. Such tests shall be at the expense of the owner or operator.

**EXCEPTION:** Vapor-recovery piping is allowed to be tested using an inert gas.

b. TEST FOR TANKS SHALL BE IN ACCORDANCE WITH THE INTERNATIONAL FIRE CODE AS FOLLOWS:

**Sec. 3404.2.12.2 Testing of underground tanks.** Before being covered or placed in use, tanks and piping connected to underground tanks shall be tested for tightness in the presence of the fire code official. Piping shall be tested in accordance with Section 3403.6.3. The system shall not be covered until it has been approved.

**Sec. 3404.2.12.1 Acceptance testing.** Prior to being placed into service, tanks shall be tested in accordance with Section 2.4 of NFPA 30.

**Sec. 3404.2.11.5.2 Leak detection.** Underground storage tank systems shall be provided with an approved method of leak detection from any component of the system that is designed and installed in accordance with NFPA 30.

**Sec. 3404.2.13.1.5 Reinstallation of underground tanks.** Tanks which are to be reinstalled for flammable or combustible liquid service shall be in accordance with this chapter, ASME *Boiler and Pressure Vessel Code* (Section VIII), API 12-P, API 1615, UL 58 and & UL 1316.



# **FIRE DEPARTMENT**

## **FIRE MARSHAL POLICY**

### **SMOKE & HEAT VENTS (SKYLIGHTS) CITY OF EVERETT**

(Updated 5/29/12)

1. When installing smoke and heat vents (skylights) in buildings that are equipped with sprinklers, the vents shall have a fusible link rating of a lesser temperature than the sprinkler head temperature rating installed.
2. Sprinkler heads shall be omitted from the inside of smoke and heat vents (skylights).

REASON: Studies have shown that venting has little or no effect in delay of the activation of sprinkler heads. Venting first allows greater visibility, and removal of sprinkler heads from vents prevents downward hydraulic ventilation from the vent hole. Sprinkler design with vents and draft curtains needs to take full account of draft curtains as obstructions. Curtains shall be placed in aisles rather than over storage.



# FIRE DEPARTMENT

## FIRE MARSHAL POLICY

### DISPOSITION OF UNDERGROUND RESIDENTIAL HEATING OIL TANKS

The International Fire Code, Section 3404.2.13 through 3404.4.2.14.2, requires that Underground Residential Heating Oil Tanks (URHOTs) be safeguarded in the following manner when taken out of service:

- **Temporarily out of service.** Underground tanks temporarily out of service shall have the fill line, gauge opening, vapor return, and pump connection secure against tampering. Vent lines shall remain open.
- **Out of service 90 days.** Underground tanks not used for a period of 90 days shall be safeguarded in accordance with the following:
  1. Flammable or combustible liquids shall be removed from the tank;
  2. All piping (including fill line, gauge opening, vapor return, and pump connection) shall be capped or plugged and secured from tampering; and
  3. Vent lines shall remain open.
- **Underground tanks out of service for one year.** Underground tanks that have been out of service for a period of one year shall be removed from the ground or abandoned in place.

The Everett Fire Department allows removal or abandonment-in-place as methods of decommissioning underground residential heating oil tanks. However, removal of the tank is required on commercial properties and is strongly recommended on residential properties. Applicants should carefully review the merits of their options before choosing a method of decommissioning. Tanks suspected of leaking shall be removed from the ground rather than abandoned in place. A tank abandoned in place now may later require removal at additional cost and potential hazard.

A Fire Department permit is required to remove or abandon in place an underground residential heating oil tank.

Permit applications shall be submitted to the Everett Fire Department at 2811 Oakes Avenue, Everett WA 98201.

All permit applications must include plans that show:

- a. Name, address and phone number of property owner
- b. Address of the tank site
- c. Location of the tank and piping relative to property lines and buildings
- d. Tank size in gallons
- e. Last known contents of the tank

Please allow a **minimum** of one business day for processing of applications.

Note: Incomplete applications/plans will delay processing until all information is received.

Contractors doing tank removal and/or abandonment must have work performed or overseen by an 2009 IFCI-certified Underground Storage Tank Decommissioner.

**TANKS MAY BE REMOVED OR ABANDONED IN PLACE ONLY AFTER FIRE DEPARTMENT INSPECTION. PLEASE CALL 425-257-8120 A MINIMUM OF 24 HOURS IN ADVANCE TO SCHEDULE INSPECTIONS.**

(Continue next page)

Required permits must be available on site.

Two (2) 20-B:C portable fire extinguishers are to be on site within 50 feet of the operation.

Rope or ribbon barricades must be provided circling 10 feet from the operation or operation must be enclosed in a fenced yard.

‘NO SMOKING’ signs must be posted in readily visible locations.

No hot work or other spark-producing procedures are allowed until the tanks are inerted or certified gas-free by a competent person.

If hot work or other spark-producing procedures are to be used, a combustible gas indicator shall be available on site.

**Tank Removal (International Fire Code, Section 3404.2.14 requirements).** Tanks shall be removed as follows:

1. Flammable and combustible liquids shall be removed from the tank and connected piping (product must be recycled or handled as a hazardous waste).
2. The suction, inlet, gauge, vapor return, and vapor lines shall be disconnected.
3. The interior of the tank must be rinsed and washed to remove as much residual product and bottom sludge as possible (by-product must be handled as a hazardous waste).
4. The tank shall be inerted prior to removing.
5. Remove tank and transport to an approved disposal site (obtain a receipt).
6. Check for soil contamination; and, if suspected, have samples tested and contact the Department of Ecology.
7. Fill the hole with clean fill material.
8. Maintain a copy of all permits, receipts, and photograph the process for your own records.

**Abandonment in place.** Tanks abandoned in place shall be abandoned as follows:

1. Flammable and combustible liquids shall be removed from the tank and connected piping (product must be recycled or handled as a hazardous waste).
2. The suction, inlet, gauge, vapor return, and vapor lines shall be disconnected.
3. The interior of the tank must be triple-rinsed and washed to remove as much residual product and bottom sludge as possible (by-product must be handled as a hazardous waste).
4. The tank must be filled completely with an inert solid material (e.g. sand, concrete slurry, foam, etc.).
5. Remaining underground piping shall be capped or plugged.
6. A record of tank size, location, and date of abandonment shall be retained.

**It shall be the contractor’s responsibility to ensure all of the above requirements have been met.**

**NOTE:** This policy applies only to residential (R-3 Occupancy) heating oil tanks. All commercial tanks shall be removed from the ground consistent with the criteria in the International Fire Code.

**INSPECTION IS REQUIRED PRIOR TO COMMENCING ANY WORK. THE PERMIT MAY BE REVOKED FOR FAILURE TO COMPLY WITH ALL PROVISIONS OF THIS POLICY.**



# FIRE DEPARTMENT

## FIRE MARSHAL POLICY

### Conditions for Underground Tank Installation

Underground storage tank installation requires:

1. A SEPA review by the City of Everett Planning Department for installations exceeding 10,000 gallons, individual or aggregate capacity. Contact Planning at 425/257-8731.
  - a. Obtain a Notice of Construction from the Puget Sound Clean Air Agency, 110 Union Street, Suite 500, Seattle WA 98101 (Phone: 1/800/552-3565 or 206/343-8800).
2. A Fire Department permit for installation of tank(s).

Permit applications shall be submitted to the Everett Fire Department at 2811 Oakes Avenue, Everett WA 98201.

All permit applications must include plans that show:

- a. Size, location and product stored for each tank
- b. Specifications on tank and piping materials
- c. Corrosion protection, if applicable
- d. Piping diagram, including fill openings and vent line and openings
- e. Detail and locations of leak detection
- f. Specifications for any special equipment

Please allow a **minimum** of one business day for processing of applications.

Note: Incomplete applications/plans will delay processing until all information is received.



# FIRE DEPARTMENT

## FIRE MARSHAL POLICY

### Welding and Cutting Operations

1. A Fire Department welding permit shall be issued prior to commencement of welding or cutting operations.
2. Gas welding or cutting shall not be performed in or near rooms or locations where flammable liquids or vapors, lint, dust or loose combustible stocks are located or arranged such that sparks or hot metal from the welding or cutting operations could cause ignition or explosion of such materials.
3. Fire-extinguishing appliances of an approved type shall be kept at locations where welding or cutting is performed. Extinguishers shall be a minimum rating of **2-A:20-B:C** within **30 feet** of the location where welding is performed.
4. When gas welding or cutting is performed above or within **10 feet** of combustible construction or material or above a place where workers are employed, or where persons are likely to pass, noncombustible shields shall be used to protect such materials and persons from sparks and hot metal or oxide.
5. When welding or cutting is performed above or within **10 feet** (3048 mm) of combustible construction or materials, a fire watch shall be provided to operate fire-extinguishing equipment.
6. A fire watch shall be maintained for at least **½ hour** after completion of cutting or welding operations to detect and extinguish smoldering fires.
7. Fuel gas cylinder storage inside buildings having other occupancy, except those in actual use or attached ready for use, shall be limited to a total gas capacity of 28.3 m<sup>3</sup> (**1000 ft<sup>3</sup>**) of nonliquefied flammable gas or a total water capacity of 113.6L (**30 gal**) or 113.4 kg (**250 lb**) for liquefied flammable gas (e.g., LP-Gas or methylacetylene-propadiene, stabilized (MPS), **in any one control area.** [NFPA 51, section 4.3.1, (2007 Ed.)])
8. Fuel gas cylinders in storage shall be separated from oxygen cylinders or combustible materials by a minimum of **20ft** or by a **barrier of non-combustible material at least 5ft high having a fire-resistive rating of at least ½ hour.** [NFPA 51, section 4.3.1.1 (2007 Ed.)]
9. Cylinders stored inside or buildings shall be in locations where they are not subject to excessive rise in temperature, mechanical injury or tampering. Cylinders, including empty ones, shall have their caps in place and valves tightly closed.
10. Compressed gas cylinders in service or in storage shall be adequately secured to prevent falling or being knocked over.
11. Cylinders, valves, regulators, hose and other apparatus and fittings containing or using oxygen shall be kept free from oil or grease. Oxygen cylinders, apparatus and fittings shall not be handled with oily hands or gloves or greasy materials.

12. Oxygen cylinders, fuel-gas cylinders and acetylene generators shall be placed far enough away from welding operations that they will not be unduly heated by radiation from heated materials, sparks, slag, or misdirection of the torch flame.

## References

2009 IFC, Chapter 26  
NFPA 51, 51A, 51B